



Keep Georgia Beautiful Awards Program

The Awards Program honors those whose ongoing efforts in community greening, waste reduction, and/or litter prevention exemplify leadership in protecting Georgia's environment. The Awards Program is based on the belief that positive reinforcement of hardworking and deserving individuals advances KGBF's mission and is a key way to create sustainable communities in Georgia.

KEEP GEORGIA BEAUTIFUL 2016 STATE AWARD

Eligible Groups

- Non-Profit, Civic, and Community Organizations
- Youth Groups/Schools
- Government Agencies
- Businesses/Professional Organizations

Categories

To be eligible a nominee must be involved in an initiative or program within the last year that has a direct impact in one of the following categories

Community Greening - recognizes efforts of any group to improve, beautify, and preserve the quality of life in their community.

Litter Prevention – recognizes efforts of any group to change littering attitudes and behaviors in your community.

Waste Reduction and Recycling – recognizes efforts to minimize the impact of waste, promote recycling, and/or methods of responsible waste handling in your community.

HOW TO NOMINATE - ONLY THOSE ENTRIES IN COMPLIANCE WITH THESE GUIDELINES WILL BE JUDGED:

1. [Complete Award Information Sheet online](#)
2. Using the application guidelines compose an executive summary outlining your nominee's accomplishments and compile 5 - 10 examples of supplemental material to support the executive summary. (see page 2 for more detail).
3. Combine your executive summary with your supplemental materials into a single document and save as a PDF. Please note: this represents a change from previous years – only one document per award entry should be submitted. Multiple documents will not be permitted. For an example on how to convert a document into PDF format please click [here](#).
4. Submit your PDF application by **October 11, 2016** by email to: kbfawards@gmail.com.

You will receive a confirmation email when your application is received.

Submission Deadline: Friday, October 11, 2016

www.KeepGeorgiaBeautiful.org

The Keep Georgia Beautiful Foundation is a 501 (c)(3) nonprofit organization housed in the Georgia Department of Community Affairs. KGBF is a state affiliate of Keep America Beautiful, Inc.



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Guidelines: Application Format (Executive Summary & Supplemental Material)

1. Type the name of your organization in the top right-hand corner of the first page of your Executive Summary.
2. Use one-inch margins and 11-point type size. **Your overall summary must not exceed three (3) pages typed, single spaced.**
3. Compile 5 - 10 examples of supplemental material to support the Executive Summary, including press clips, brochures, photographs, letters of endorsement, proclamations, etc. Please resize files to smallest resolution. Cut and paste these supplemental materials into the pages following your Executive Summary. Include labels/descriptions where needed.
4. Save File As “**Name of Nominee- award category**” and convert to PDF format. For example: Smithville Eco Club-Litter Prevention.pdf or Trash to Treasure LLC-Waste Reduction.pdf
5. Email to KGBF at kgbfawards@gmail.com.

Guidelines: Executive Summary Content

Background and Statement of Need

What was the motivation for your project/program? (10 points)

Execution of Program

Describe your project/program and the activities involved (25 points).

Budget and Community Involvement

What was your budget? Describe the variety of volunteer efforts, in-kind donations, volunteer hours, and other services you received from your community. (25 points)

Results and Sustainability

What are the results, community benefits, etc., that your project/program achieved? Is this a continuing effort? Does it demonstrate or highlight the need for ongoing action? (35 points)

Supplemental Material

Substantiate claims made in Executive Summary (5 points).

Judging Criteria, Notification & Presentation

An independent panel of judges from the public, private, and government sectors will judge the entries. All winners will be notified by October 28, 2016. Award winners may not be selected in every category. First place awards will be presented at the Keep Georgia Beautiful Annual Awards Luncheon on December 2, at the Marriott Century Center Hotel in Atlanta.

Questions: Please contact the Keep Georgia Beautiful Foundation at (404) 679-1580 or by email at: kgbfawards@gmail.com.

All Entries must be received by email (kgbfawards@gmail.com) by 11:59 PM EST on October 11, 2016.

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